

# NEW YORK CITY DSA 2017 ANNUAL CONVENTION RULES OF ORDER

The NYC DSA 2017 Convention shall use the following very modified Robert's rules of order.

## 1. Organization of the Convention

The Steering Committee is officially responsible for organizing the convention but has delegated responsibility to a convention planning committee. This committee is chaired by Gay Semel (Brooklyn Organizing Committee) and Neal Meyer (NYC-DSA Treasurer), and includes representatives from each branch: Isa Vasquez (CUNY Organizing Committee), Dave Hancock (Brooklyn Organizing Committee), Katrina Forman (Queens Organizing Committee), Megan Knighton (Bronx/Uptown Organizing Committee) and Ariel Zakarison (Labor Organizing Committee).

## 2. Tasks of the Convention Committee

The Convention Committee organized the convention, found the space, established the agenda, set the calendar and time limits with the approval of the Steering Committee. The convention must end at 4:00 pm so that the space can be cleaned. We must vacate the space by 5:00 as another event is planned for Saturday evening.

## 3. General Procedures

i) Registration shall begin at 9:00 am and continue until 10:00 am. Delegates and Alternate Delegates must be registered by 10:00 am. Delegates will receive their credentials at registration. As it is anticipated that there will be lines to register, Delegates and Alternate Delegates should leave enough time to register by 10:00 am.

ii) The convention will start promptly at 10:00 am. Any Delegate not registered by 10:00 am will be replaced by an Alternate Delegate from their branch selected by rank order. Only registered Alternate Delegates will be seated as Delegates. Seated Alternated Delegates will be given Delegate credentials at that time.

iii) Each session of the convention has pre-established time limits. All time limits will be strictly enforced as time at the Judson Memorial church is limited. The only exception to the established time limits would occur if there is a motion to extend the time approved by the majority of the delegates. Any such motion to extend the time must include a corresponding reduction of time for another session.

iv) At the end of each session, the document presented and amendments, if any, shall be voted up or down. Amendments shall be voted first; the document as amended will then also be voted up or down.

v) Two microphone will be set up in the Delegate section. Only seated Delegates will be able to speak on an issue. Discussion at each session shall occur by rounds. This means that no Delegate shall be allowed to speak a second (or third or fourth, etc.) time until every other Delegate who wishes to speak has spoken on that round.

vi) Each Delegate on a round shall be allowed two (*do we want three minutes ?*) minutes to speak.

### 3. MOTIONS

There are generally two types of motions – procedural motions and substantive motions.

Procedural motions concern how to proceed with a matter such as moving to refer the matter to the steering committee or moving to extend or end discussion. Procedural motions may be made at the convention. In order to be voted on, a procedural motion needs a second. If no other delegate seconds the motion, the motion dies.

Substantive motions concern amendments to the content of convention documents. No amendments will be allowed from the floor at this convention as the time limits for amendments were established as part of the organization of the convention and explained in emails regarding the convention and on the convention explainer on the website. Amendments received by the convention committee at the required times will be part of the discussion of that convention document.

### 4. POINTS OF PROCEDURE

i. Point of Personal Privilege – a seated delegate may raise a point of personal privilege at any time. A point of personal privilege pertains only to issues of personal discomfort or needs such as not being able to hear the speaker, etc.

### 5. VOTING

Only registered and credentialed Delegate can vote. Voting will take place by Delegates raising their DSA credential. If the vote is close, the chair will ask the sergeants-at-arms to assist with counting.

Thanks to the following people who helped put this convention together: \_\_\_\_\_ & \_\_\_\_\_ from the medial group, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, as well as the many members who pitched in at the last minute.

